

## Tennessee Ethics Commission

### **\*\* Important Dates and Information \*\***

#### **Semi-Annual Lobbying Expenditure Report**

The Expenditure Report is used to disclose all expenditures relating to lobbying in the State of Tennessee covering the six-month period ending September 30, 2008. Please be aware that you are required to file the report if you were an employer of a lobbyist at anytime during the six month period. If you ended the lobbyist relationship before the six month period, but did not notify the Commission, you will be required to file or to submit notification to the Commission, including the date of termination.

In the past reporting periods, there has been some confusion regarding the In-State Event question. An in-state event is an event (such as a reception) to which the entire General Assembly has been invited. If you report an amount under this question but did not report the event to the TEC, TEC staff will contact you for an explanation and you will be required to amend the filing if no such event was held.

**Beginning October 2, 2008**, employers of lobbyists can electronically file the report through the ilobby portal which can be reached through the Commission's website: [www.state.tn.us/sos/tec](http://www.state.tn.us/sos/tec). If you file before then, you will not be filing for the correct six-month period and will be required to re-file.

#### **2009 Employer of Lobbyist Registration**

The ilobby portal will be available for **2009** registration beginning **Monday, December 15, 2008**. Any registration submitted before December 15, 2008 will be considered a 2008 registration.

#### **Account Information**

You will need your username and password to access your account. If you do not have your username and password, you will have the option to retrieve this information on the login page of the ilobby application. If you need further assistance to retrieve this information, please call the TN.gov Help Desk at 615-313-0300. Any other questions should be directed to the Ethics Commission staff at 615-253-8634 or email the Commission at [ethics.counsel@state.tn.us](mailto:ethics.counsel@state.tn.us).

**Do not** create a new account if you have forgotten your username and password. Creating a new account causes linkup problems with your lobbyist's registration and you and/or your lobbyist may be notified by the TEC that your registration is late.

After accessing your account, please confirm that your contact information, including email address contact, is correct.